



**DEPARTMENT OF HEALTH AND SOCIAL SERVICES
DIVISION OF DEVELOPMENTAL DISABILITIES SERVICES**

**GOVERNOR'S ADVISORY COUNCIL (GAC)
TO THE DIVISION OF DEVELOPMENTAL DISABILITIES SERVICES (DDDS)**

April 21, 2016

The Governor's Advisory Council to the DDDS met on April 21, 2016, at the 1056 Woodbrook Conference Room in Dover.

COUNCIL MEMBERS PRESENT: Terri Hancharick, Chair
Thomas Rust
Susan Pereira
Timothy F. Brooks, Ed.D.
Angie Sipple

COUNCIL MEMBERS ABSENT: Gail Womble
Jamie Doane

STAFF MEMBERS PRESENT: Marie Nonnenmacher
Lynda Lord

GUESTS PRESENT: Terry Olson, The ARC
Vicki Haschak, Elwyn

CALL TO ORDER: The meeting was called to order at 11:05 a.m.

APPROVAL OF MINUTES: The March 17, 2016, minutes were approved.

NEXT MEETING: May 19, 2016

AGENDA-ADDITIONS: Introductions of Lynda Lord, Director of Office of Quality Improvement
ABLE Act
Policy Memorandum 46

Lynda Lord recently accepted the position of Director of Office of Quality Improvement with DDDS. Lynda has extensive experience in healthcare administration and operations. She began her career thirty-two years ago as a charge nurse at the Rockford Center followed by positions in quality improvement, risk mitigation, and utilization management. Her professional career includes leadership roles at Northeast Treatment Centers, Gateway Foundation, and the Division of Substance Abuse and Mental Health. In quality improvement consultative roles, she guided organizations through regulatory and accreditation surveys. She has a Bachelor of Science in Nursing from UD and a Master of Healthcare Administration Degree from Capella University. She is also a board certified psychiatric nurse and a certified alcohol and drug counselor.

ABLE Act

Governor Markell signed the ABLE Act into law on June 10, 2015. The Treasurer's Office is in the process of developing regulations.

Policy Memorandum 46

Revisions are available on DE.GOV website.

Cx360 Project (Delaware Cares) Update

The DDDS project manager that had volunteered to coordinate the Cx360 project has been out on extended sick leave since early April and will be retiring in the near future. DDDS successfully reclassified a position to create a Data Unit Manager position that will manage the Cx360 project and the contract with Core Solutions, the Cx360 vendor. DDDS is working with the DHSS Information Resource Management Unit to acquire a short-term project manager until the Data Unit Director begins employment and acclimated with project. DHSS has negotiated a fee with Therap to enable us to continue to use that system past the July 1, 2016, Cx360 implementation date, if necessary.

Lifespan Waiver Update

The implementation timeline and list of major tasks was distributed to Council.

Targeted Case Management (TCM) was chosen as the vehicle to develop a case management infrastructure for people that live with their family and who will be added to the Lifespan Waiver once implemented. TCM is an optional Medicaid service and will allow DDDS to leverage federal funds for case management. DDDS plans to propose a monthly billing rate to CMS for TCM services, as approved in Kentucky in 2014. The State Plan Amendment describing the reimbursement methodology is written and in the finalization process. Finalized amendments are sent for DMMA's review as a precursor to public comment. DDDS plans to select a single vendor to take over this function. DDDS will require that the successful vendor offer interviews to current contracted family support specialists. The chosen vendor must be conflict free and not perform any other DDDS waiver service. DDDS plans to develop the request for proposal (RFP) once approved by DMMA, simultaneously with public hearings.

Another key component is the person centered planning process. DDDS continues development of a person centered planning process that meets the requirements of the CMS Home and Community Based Rule, to include a planning process for families. The planning process for families includes specific questions surrounding where the family is in the lifespan of the person with intellectual disabilities, as people's needs change over lifespan. The planning process for individuals living at home will begin once TCM is in place (targeted for Jan. 1st). The new planning process for people receiving residential services will be launch simultaneously with the Cx360 electronic record system.

Beginning in February 2016, annual case planning reviews included two additional planning questions regarding the "most integrated setting appropriate" for each individual. These questions will continue to be asked during annual reviews; therefore, within a year from February 2016, all waiver enrollees will have had the opportunity to answer these questions.

DDDS applied for and was awarded technical assistance from CMS for the "Agency with Choice" self-direction model. Technical assistance has been ongoing for the past two-three months with three

webinars left for completion. This model includes hiring an agency that serves as a broker to connect families to individuals to provide self-directed services. DDDS is offering a single self-directed service under the Waiver called “Community Living Supports” that combines personal care and respite. Relatives may be caregivers of this service for people 18 years of age or older, as in long-term care. Appendix E of the Waiver application that includes many descriptions (delivery of case management, service description, provider qualifications, funding, approximate number of units consumed for each service, target group, eligibility criteria, etc.) requires completion. The infrastructure description is included in Waiver application; service delivery must be available at Waiver approval.

Marie solicited the Council’s assistance in identifying avenues for obtaining public comment on the waiver amendment. Once finalized the Waiver amendment will be sent for public comment. The following are ideas for Delaware citizens to receive public meeting information:

- Mail public meeting notices to people served with follow up for explanation by family support specialists
- Send public meeting schedule information to provider agencies to distribute
- Discuss public meeting schedule information at day and residential provider meetings
- The ARC volunteered to hold informational sessions surrounding the Wavier amendment in each county
- DDDS creates an outline of the Waiver amendment for distribution
- Provide webinars for people that may not have access to public meetings

DDDS continues work to reclassifying positions to operate the Waiver (6 for DDDS-3 for DMMA).

Communities of Practice

The “Community of Practice” pilot, recently awarded to DDDS, topic assignment is “how to build capacity and empower families to support adult children at home”. The Developmental Disabilities Council and DDDS are collaborating in pilot. The pilot, administered by NASDDDS, will begin monthly calls in June with all piloted states. The orientation call was held last week lead by Barbara Brent and Mary Lee Fay of NASDDDS. Community of Practice is beginning to develop a workgroup of five (5) participants to provide oversight of the 15 to 16 partner organizations who will create sub-working groups based on topic of interest of the main workgroup. The planning of the fall kick off meeting continues.

DDDS recently participated in the NASDDDS research meeting where the “state of the states” survey was discussed. The RISP and FISP surveys (residential and family) were discussed as well; 35 states are identified to participate. Challenges discussed included that information is outdated when published (approximately 2 years old) and that data cannot be drilled down to specific providers or people. This is true of NCI data as well.

Epilogue Section 177 – Quality Working Group Update

Epilogue language requires DDDS to submit a findings report to the Joint Finance Committee on April 1, 2016. DDDS requested an extension of the due date. The procurement process is near completion with the expectation of a contract in place by May 2016, for a project manager.

Epilogue Section 179 Update

DDDS finalized the report yesterday to send for an internal review today. Once internal review is complete, DHSS will send to Legislature no later than May 1, 2016.

Public Integrity Commission Update

The Council does not wish to seek a presentation by the Public Integrity Commission at this time.

Supported Decision Making Summit - Debrief

Senator Bethany Hall-Long is sponsoring the Supported Decision Making legislation, heard by the Chamber of Commerce Health Care Committee yesterday, although not voted on due to not having a quorum. There were many councils and people speaking in support of the legislation and a few against. Voting is expected once moved from Committee.

Self-Advocacy Conference - Debrief

The Delaware People 1st “Spring into Fitness” Self-Advocacy Conference was held at Dover Downs on April 16, 2016. Jonathan Martinis, Legal Director, Quality Trust for Individuals with Disabilities gave a dynamic presentation surrounding Supported Decision Making. Christiana Care gave a presentation about mammography services and other medical testing. Easter Seals presented information on accessibility issues. Approximately half of registered participants attended the conference; the weather was beautiful which may have led to lower than expected attendance. Delaware People 1st did a terrific job preparing and organizing the conference and all had a good time.

DDDS Process Mapping Project

DDDS located a resource to assist and teach DDDS Leadership in mapping out processes to ensure all steps add value to process.

Announcements and Informational Items

No announcements or informational items shared.

Adjournment

The meeting adjourned at 12:25 p.m.